

## Outcomes Committee - Terms of Reference 2025-6

### 1. Purpose

1.1. The Outcomes Committee is a sub-committee of the Co-op Academies Trust Board which advises the Chief Executive Officer of the Trust, its central team and the Board itself.

1.2. The committee's general function is to help develop policy/objectives that support the Trust's overall strategy and complement both the CEO and the Board in their responsibilities. It will ensure that the Trust's strategic vision and co-operative values are at the centre of its endeavours. It will consider safeguarding and equalities implications when undertaking all committee functions.

1.3. The committee's specific function is to support and challenge the CEO and support the Trust Board in their responsibilities for standards, teaching and learning. The committee is responsible for approving the Trust's curriculum strategy, and maintaining oversight of the attainment and progress of pupils against Trust targets and relevant benchmarks. The committee has particular responsibilities to oversee the provisions in place to support pupils, including those with specific vulnerabilities, and receive reports of academies performing particularly strongly or those of particular concern. The committee also has responsibilities for the oversight of Trust processes relating to safeguarding, admissions, behaviour and attendance.

1.4 Ultimate responsibility for the Trust's curriculum, standards and outcomes lies with the Trust Board, however the committee may take approval decisions in these areas, the Board to be informed retrospectively, where urgent decisions are required. The committee should seek a view from either the CEO or the Chair of the Trust Board if they are unclear whether a matter should be passed to the Trust Board for consideration and/or agreement.

1.5 The committee will liaise with and consult with other committees of the Trust Board and Academy Community Councils where appropriate.

### 2. Membership

2.1. The membership of the Outcomes Committee is as follows:

- Chair: One member of the Trust Board.
- Members: At least three additional members with appropriate skills, knowledge, understanding and expertise. Additional members who are not Trustees may be appointed by the Trust Board where they bring additional relevant skills and experience and will have voting rights on the committee.

Be yourself,  
always

Do what  
matters most

Show you  
care

Succeed  
together

2.2. The Chair and members of the committee are appointed annually by the Trust Board. No Trust employee may chair the committee.

2.3 The Chair of the Trust Board will be an ex-officio member of the Committee.

### 3. Meetings

3.1. The Outcomes Committee will meet at least three times each year. Meetings will usually be conducted via a digital platform such as Google Meeting. The CEO or the Chair of the Trust Board may, in exceptional circumstances, ask the Outcomes Committee to meet to consider any matter of relevant business.

3.2. A minimum of three members of the Outcomes Committee will be present for the meeting to be deemed quorate, at least two of whom must be trustees.

3.3. The following will normally attend the committee but will have no voting rights:

- Chief Executive Officer;
- Committee Clerk;
- Others, including members of the Trust's central team and/or Headteachers, may also be invited to attend committee meetings to address specific issues.

3.4. Other Board members may also attend meetings at any time, but will not have voting rights.

3.5. The Trust Board may appoint advisers to assist in the work of the Committee at any time. These advisers do not carry voting rights.

3.6. The Outcomes Committee may ask any or all of those who normally attend, but are not Board members, to withdraw to facilitate open and frank discussion of particular matters.

3.7 When making decisions all committee members will have an equal vote; where there is a split vote the chair will have a second and casting vote.

3.8 Committee papers will ordinarily be made accessible, via GovernorHub, to those attending, seven days in advance of meetings.

### 4. Reporting

4.1 Within seven working days of each meeting, the draft minutes will be circulated to all Board members for their comments, which should be emailed to the clerk.

4.2 The Outcomes Committee will provide the Trust Board with regular reports and updates on progress at Board meetings, where minutes of the committee will also be received for information.

4.3. The Outcomes Committee will provide the Trust Governance Conference with an Annual Report, summarising its conclusions from the work it has completed during the year.

## 5. Responsibilities

5.1. In the context of the Co-op Academies Trust Strategic Plan, agreed by the Trust Board, the committee shall consider and advise the CEO of the Trust and Trust Board on the following matters:

- Approving the Trust's curriculum strategy, including approaches to the wider curriculum;
- Oversight of attainment and achievement for all of the Trust's academies including the monitoring of performance against relevant benchmarks;
- Oversight of the extra curricula offer, and other interventions aimed at building cultural capital;
- Providing advice on school improvement work and leadership standards;
- Monitoring the overall performance of each of the academies, including the receipt of progress reports of academies identified to be particularly strong or indicating areas of particular concern;
- Oversight of the attainment and achievement of vulnerable pupils, including those with Special Educational Needs and/or Disabilities (SEND), those who speak English as an Additional Language (EAL), those who are looked after or previously looked after (LAC/PLAC) and those who receive the Pupil Premium grant or the post-16 equivalent;
- Advising on the principles and policies relating to academy admissions;
- Oversight of safeguarding arrangements, including training and issues relating to the Prevent agenda;
- Advising on behaviour matters, including determination of the Trust pupil discipline principles statement, and monitoring related issues such as levels of exclusions across the Trust;
- Oversight of pupil attendance principles and performance;
- Review and approval of relevant Trust policies delegated by the Trust Board.

## 6. Rights

6.1. The committee is authorised to investigate any activity within its terms of reference or specifically delegated to it by the Trust Board. It is authorised to request any information it requires from any employee of the Trust and all employees are directed to co-operate with any request made by the committee.

6.2. The committee may co-opt additional members for a defined period to provide specialist skills, knowledge and experience and is authorised to obtain

any independent professional advice it considers necessary, subject to budgets agreed by the Trust Board.

6.3. The Chair of the Outcomes Committee will ensure that committee members are given appropriate opportunities for training and development.

6.4. The Outcomes Committee will review the Terms of Reference, submitting any proposed changes to the Board for approval. The committee's Terms of Reference are adopted by the Board and may only be amended with the approval of the Board.